

City of Conneaut
2017 Comprehensive Plan Update

Advisory Committee Packet of Materials Meeting #1

5/2/17 (revised 5/22/17)

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Next Advisory Committee Meeting: June 6

Citizen Engagement Structure

There are three forms of citizen participation envisioned for this planning process.

- **Advisory Committee.** Throughout the planning process CT will work closely with the 24-member Comprehensive Plan Advisory Committee. This ad hoc working committee is comprised of the seven members of the City Planning Commission, a representative from City Council, plus an additional 16 citizens who were selected to represent a wide range of City perspectives (e.g. the Port Authority, Bd of Tourism, downtown, residents, schools, business/manufacturing, recreation, etc). The complete roster of Advisory Committee members is on the next page.

Committee meetings will occur about once a month. At the committee meetings, CT will present relevant background material, provide maps to illustrate issues and policies, review alternative development and preservation outcomes, summarize (in a written format) conclusions made by the group, and provide planning expertise and technical advice to guide the discussions. CT will also have the primary responsibility for preparing the final document.

The role of the Committee is to review, comment on, revise and refine materials generated by CT, including draft goals, policies, strategies, and recommendations. It is through these discussions that the Advisory Committee will help formulate a draft plan that reflects the goals and aspirations of the community.

- **Focus Groups.** Three (3) focus group sessions will be held in the summer with 10 to 12 participants in each session to dig deeper into specific topics; such as open space conservation/preservation, downtown, and the water front. These sessions will be undertaken to gather information and opinions from key stakeholders who are most informed and concerned about these select topics, such as the Western Reserve Land Conservancy, the School Board, and the Chamber of Commerce.
- **Community Forums.** Two community-wide public forums will be conducted to provide the general public the opportunity to voice their aspirations, opinions, concerns. The first community forum is expected to be held in June to help set the direction; the second is planned for early November, once a draft plan is formulated, to gather feedback on the draft policies and to help prioritize the action steps.

Advisory Committee Roster

Name		Conneaut Affiliation
Chris	Brecht	Citizen
Tom	Fix	Citizen
Becky	Gaugh	Planning Commission
Kerry	Gerdes	Gerdes Pharmacy
Doug	Hedrick	Council Rep.
Pat	Jones	Planning Commission
Michael	Legeza	Business/Manufacturing
Lembit	Napp	Citizen
Connie	Naylor	Board of Tourism
Tim	Neal	Citizen
Eric	Nesbitt	Thompson/Smith Funeral Home
Chris	Newcomb	Citizen
Mindy	Notte	Citizen
John C.	Palo	Retired
Judy	Parlongo	Planning Commission
Nick	Perkoski	Planning Commission
Joe	Raisain	Port Authority
Lori	Riley	Schools
Nick	Sanford	Citizen
Stephanie	Seagal	Ashtabula County Chamber
Paul	Sedmak	Planning Commission
Dave	Simpson	Citizen
Diana	Spencer	Planning Commission
Kathy	Zapitello	Library
Joseph	Zingaro	Planning Commission
City Administration		
Jim	Hockaday	City Manager
CT Staff		
Shawn	Aiken	Engineer
Jennifer	Brown	Funding
Dana	Cohen	Planner
David	Hartt	Senior Advisor
Kristin	Hopkins	Manager, Planning Services

Work Program and Schedule

Understanding the Project

This Work Program summarizes the work steps to update the Conneaut 2004 Comprehensive Plan. It includes an approach that will formulate the City's updated vision – a statement of where Conneaut expects to be in the next 20 years or so, and the strategic decision-making criteria and prioritized action steps – both short and long term – that guide the City in making decisions related to implementing the plan's policies.

In order to prepare a Comprehensive Plan that will serve as a useful guide for making future decisions there are four essential steps that need to occur. Those involved in the planning process must:

1. Understand current conditions and assets that make the City of Conneaut unique, in order to begin to identify where opportunities for improvement and/or redirection exist.
2. Review the goals from the previous Plan and revise/expand as needed so that they can serve as the framework for structuring the updated policies and implementation strategies.
3. Explore the full range of development options and opportunities related to the City's land use goals as a way of generating innovative strategies.
4. Reach consensus on alternatives and prioritize action steps that should be pursued.

These four elements are encompassed in CT's work steps outlined below

Work Program

1. **Kick-Off meeting.** This meeting will orient the committee members to the Planning Process, provide an overview of the planning schedule with tentative meeting dates, the basics of planning and the committee's responsibilities and the existing Plan's policies; begin to discuss the issues the Plan should address.
2. **Discover/Understand Existing Conditions and Asserts that make Conneaut unique** in order to begin to identify where opportunities for improvement and changes to the development patterns exist. Based primarily on information collected and documented in the previous comprehensive plan and other policy/design plans (such as the CUDC's plans), existing conditions will be depicted in a visual format with the **strengths & weaknesses identified.**

This will include the following general categories:

- Existing land uses, needed businesses & services, as well as any known planned developments, downtown revitalization efforts and strategies for redevelopment
- Vacant and underutilized structures/sites and their potential for infill and reuse, including land bank properties
- Brownfield identification and potential reuse
- Utility/infrastructure availability and capacity
- Transportation routes, circulation patterns, connectivity through the City
- Summary of current zoning, subdivision and other land development requirements and review procedures

- Existing economic development incentives and programs; potential partners including the Port Authority, the Chamber of Commerce, and the Tourism Group; as well as services provided by (or should be but are currently not provided by) the City, such as code enforcement and marketing

Review with Advisory Committee (Meeting #2). CT will present findings, observations and conclusions at Meeting #2, and discuss with the committee so we can begin reaching consensus on:

- The development issues and key issue areas within the City that should be addressed as part of this planning process.
- Those areas of the City where the status quo should be retained. These are the areas where the development patterns are established, and no development issues seem to be apparent.
- Broad development options that the advisory committee desires to consider.

3. **Visioning - Update Goals:** A visioning exercise will also be conducted with the Advisory Committee at Meeting #2. CT will present the City's past planning efforts and current policies, and facilitate a participatory visioning process that will identify where the City should be in 10 years. Relevant planning concepts such as place-making, smart growth, sustainability, aging in place, natural resource protection and healthy communities will be summarized as part of this step.

Community Forum #1. With a general consensus is reached, the draft vision will be reviewed with the general public at a community forum.

These meetings (Advisory Committee and Public Forum) will also provide the opportunity to confirm, and expand as needed, specific focus areas of the City where more detailed analyses should be conducted, such as Downtown, the water front, and the greenbelt area along the West Branch of Conneaut Creek.

4. **Policy and Strategy Development.** Based on information acquired to date and resident input, CT will prepare maps to identify potential policies and strategies for future industrial, residential, commercial, waterfront, and recreational development. More detailed analysis and potential strategies will be prepared for the focus areas. As part of this step, CT will conduct three focus groups to obtain more specific feedback on the draft policies and strategies for the focus areas/key topics.

5. **Refine Strategies.** Based on information obtained from the focus groups, CT will refine the draft policies and strategies and review with the Advisory Committee. This step will also address new development regulations that affect the implementation of plan, including identifying revisions to or expansion of the existing regulations, as well as recommendations for new development regulations and the potential for design guidelines.

Review with Advisory Committee (Meetings #3 and #4). CT will present the draft policies and strategies and the observations and conclusions from the focus group sessions. Two meetings are scheduled to discuss and review with the Committee in order to explore the full range of options and opportunities related to the City's land use goals and reach consensus on the preferred alternatives (including zoning options) to pursue.

6. **Implementation Steps.** CT will identify appropriate implementation steps to carry out the strategies and achieve the City's long-term goals. CT will recommend specific steps, initiatives, projects, and further discussions that should happen to implement the overall plan. Potential partners will be identified, timelines will be projected, and potential funding sources and/or mechanisms will be included. A detailed outline of suggested regulatory measures will also be prepared. This material will be discussed with the advisory committee at Meeting #5.

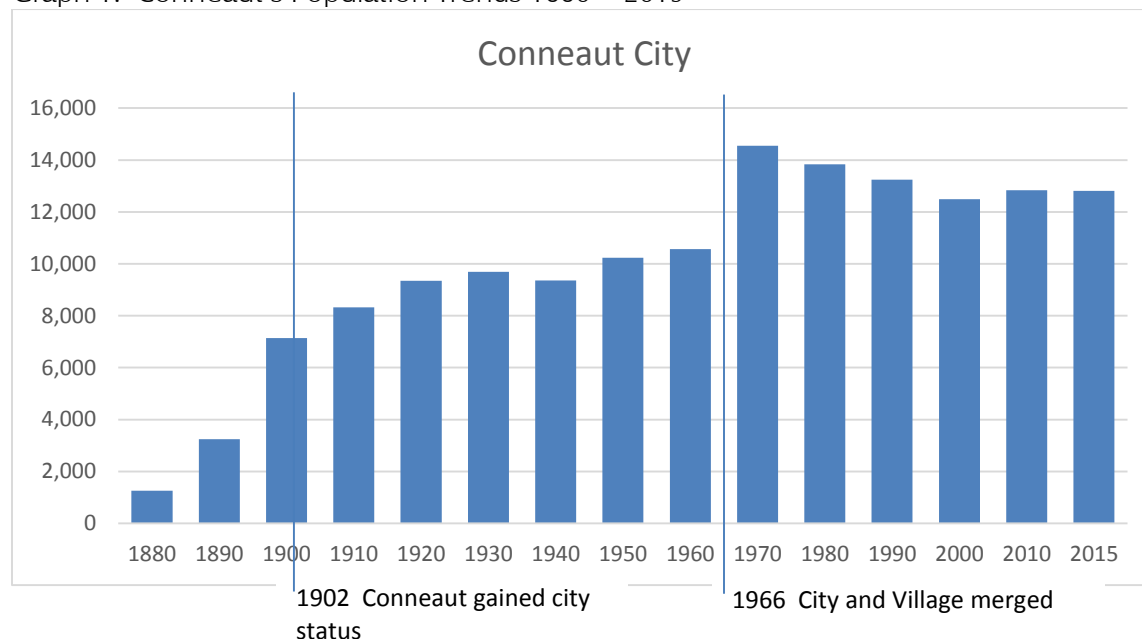
7. **Presentation of Draft Plan Update.** The draft plan will be distributed to the advisory committee and discussed at **Meeting #6**. After preliminary approval from the Advisory Committee, we will host a public forum. This community-wide meeting will include a presentation of the draft plan and a public comment session to provide stakeholders and the general public the opportunity to provide feedback on the draft plan including priorities for action.
8. **Final Comprehensive Plan Update.** CT will summarize comments from Step 7, revise the draft Plan and redistribute to the Advisory Committee. CT will conduct a final meeting with the Advisory Committee (**Meeting #7**) to recommend any changes or adjustments to the draft Plan Update. These comments will be incorporated into both the narrative & the graphics. The final DRAFT Comprehensive Plan Update will be submitted to the City Planning Commission for their formal review process.

General Schedule of Meetings

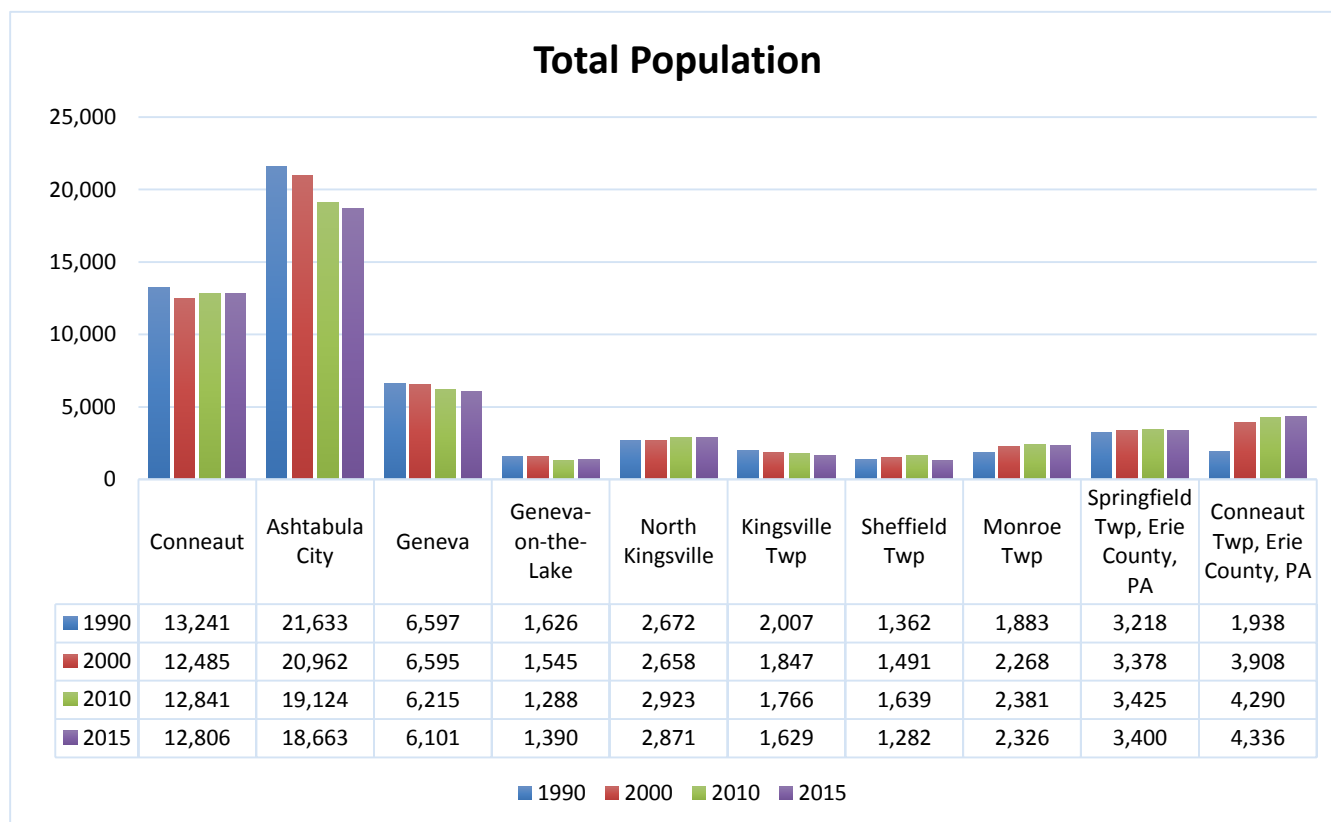
Meeting	Topic	Month
Kick-off Meeting #1		May 2
Advisory Committee Meeting #2	Existing Conditions, Vision	June 6
Public Forum #1	Issues, Vision	June
Advisory Committee Meeting #3	Policies and Strategies	July
Focus Group Sessions	Policies and Strategies	August
Advisory Committee Meeting #4	Policies and Strategies	September
Advisory Committee Meeting #5	Implementation Steps	October
Advisory Committee Meeting #6	Draft Plan, Priority Action Steps	November
Public Forum #2	Draft Plan, Priority Action Steps	November
Advisory Committee Meeting #7	Finalize Draft Plan	December

Background Data

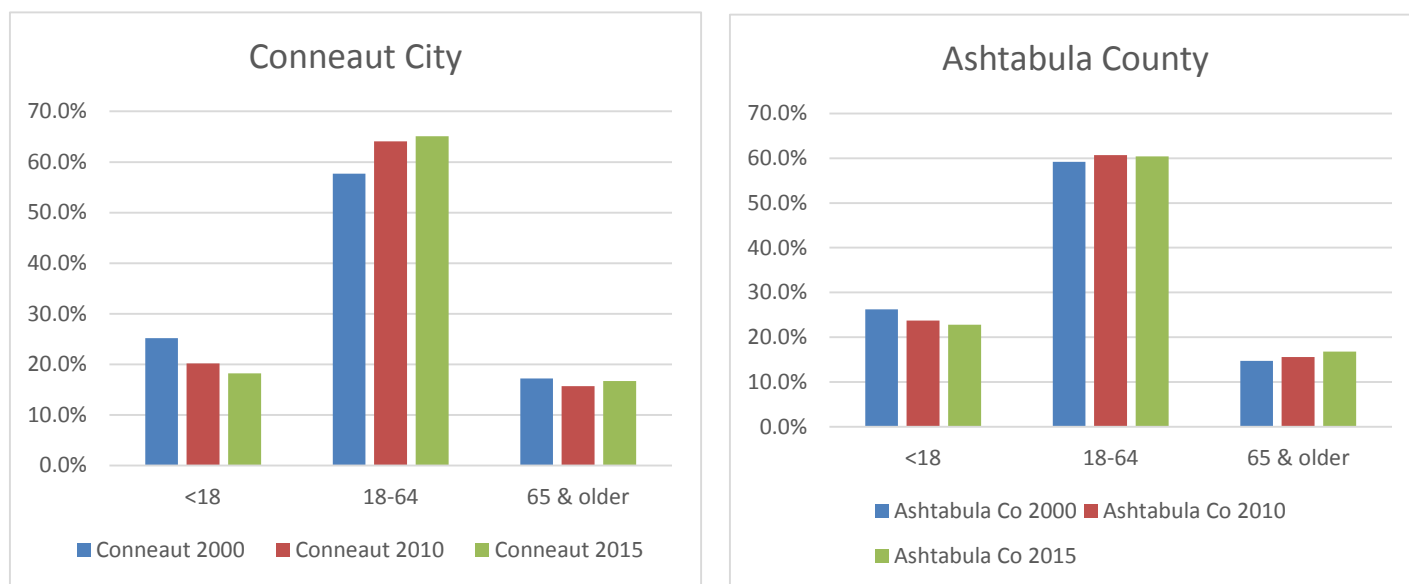
Graph 1. Conneaut's Population Trends 1880 – 2015



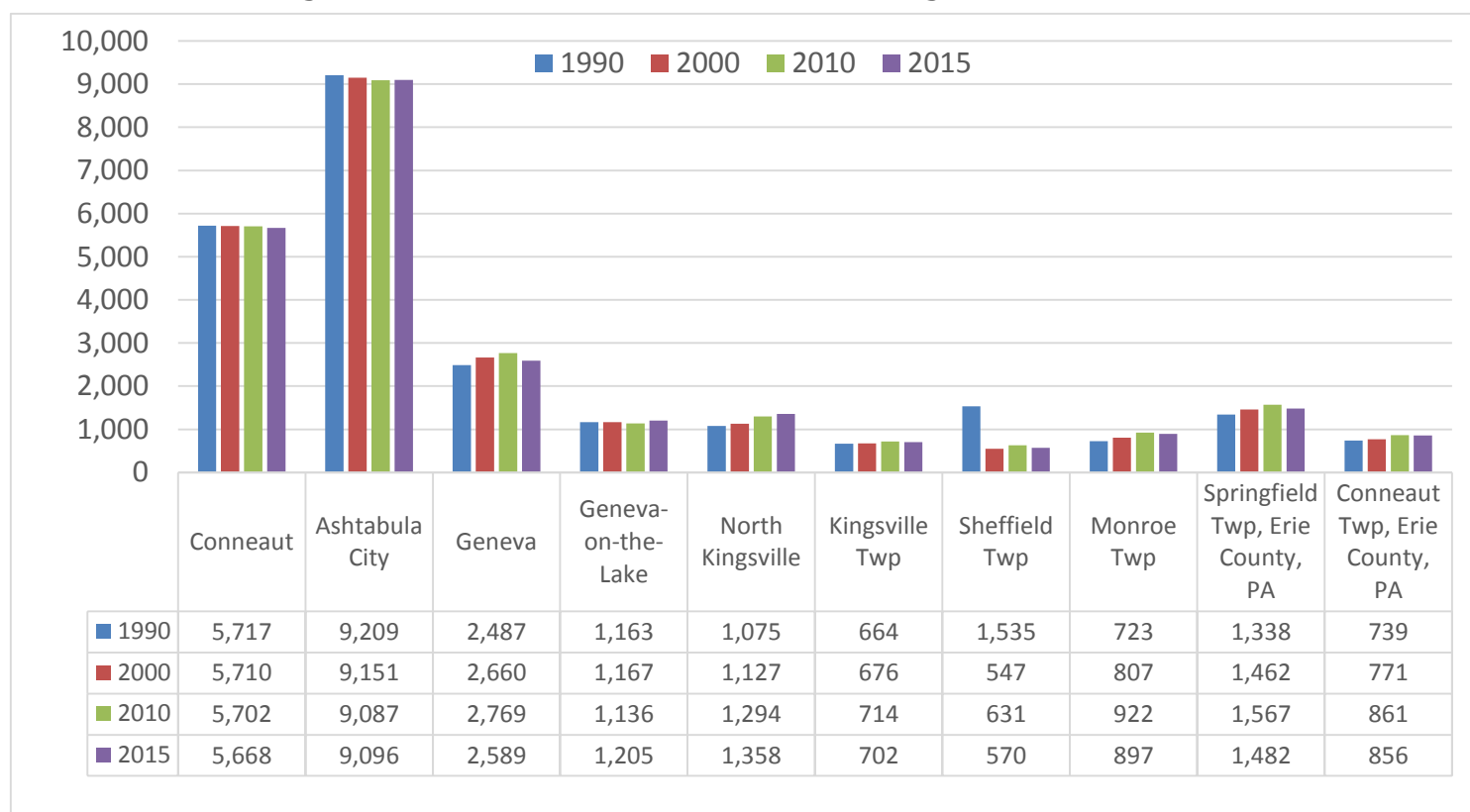
Graph 2. Population Trends: 1990 – 2015, Conneaut and Surrounding Communities



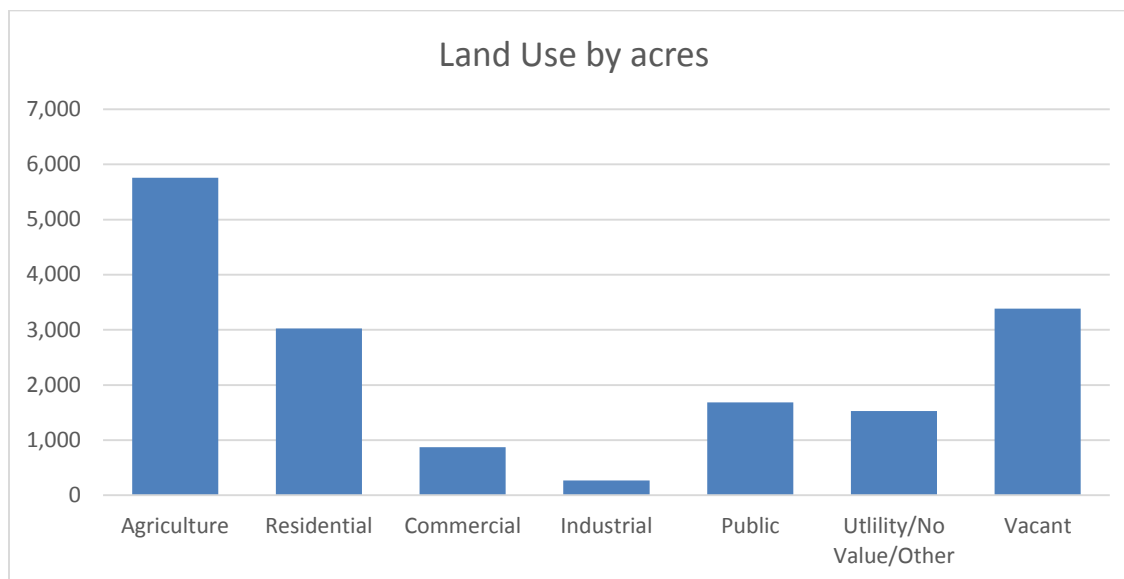
Graph 3. Age Characteristics: 2000 – 2015, Conneaut and Ashtabula County



Graph 4. Housing Trends: 2000 – 2015, Conneaut and Surrounding Communities

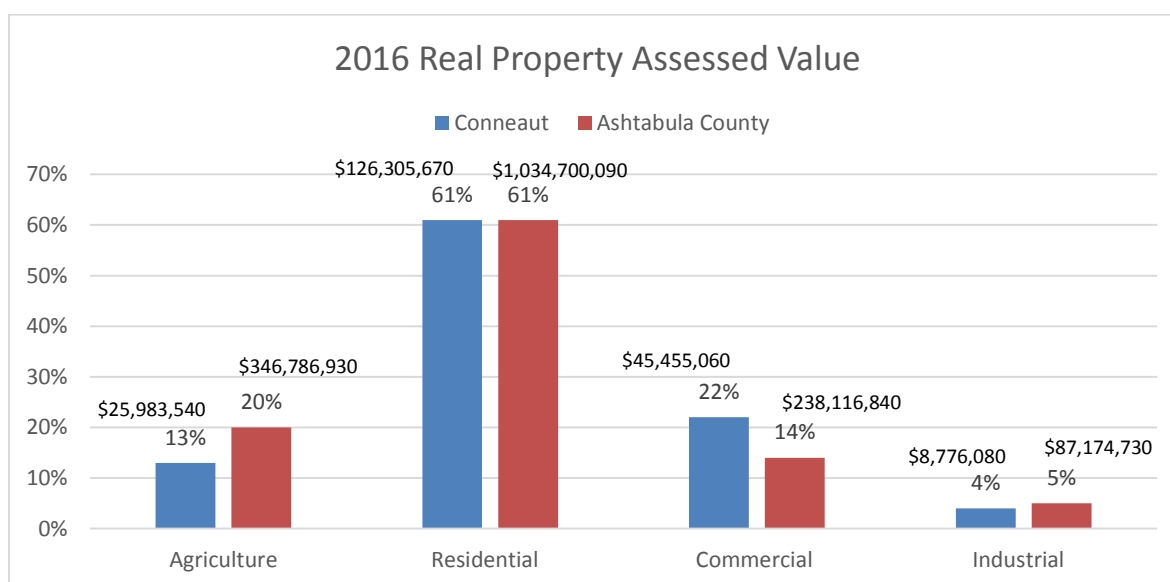


Graph 5. Land Use by acres 2015, Conneaut

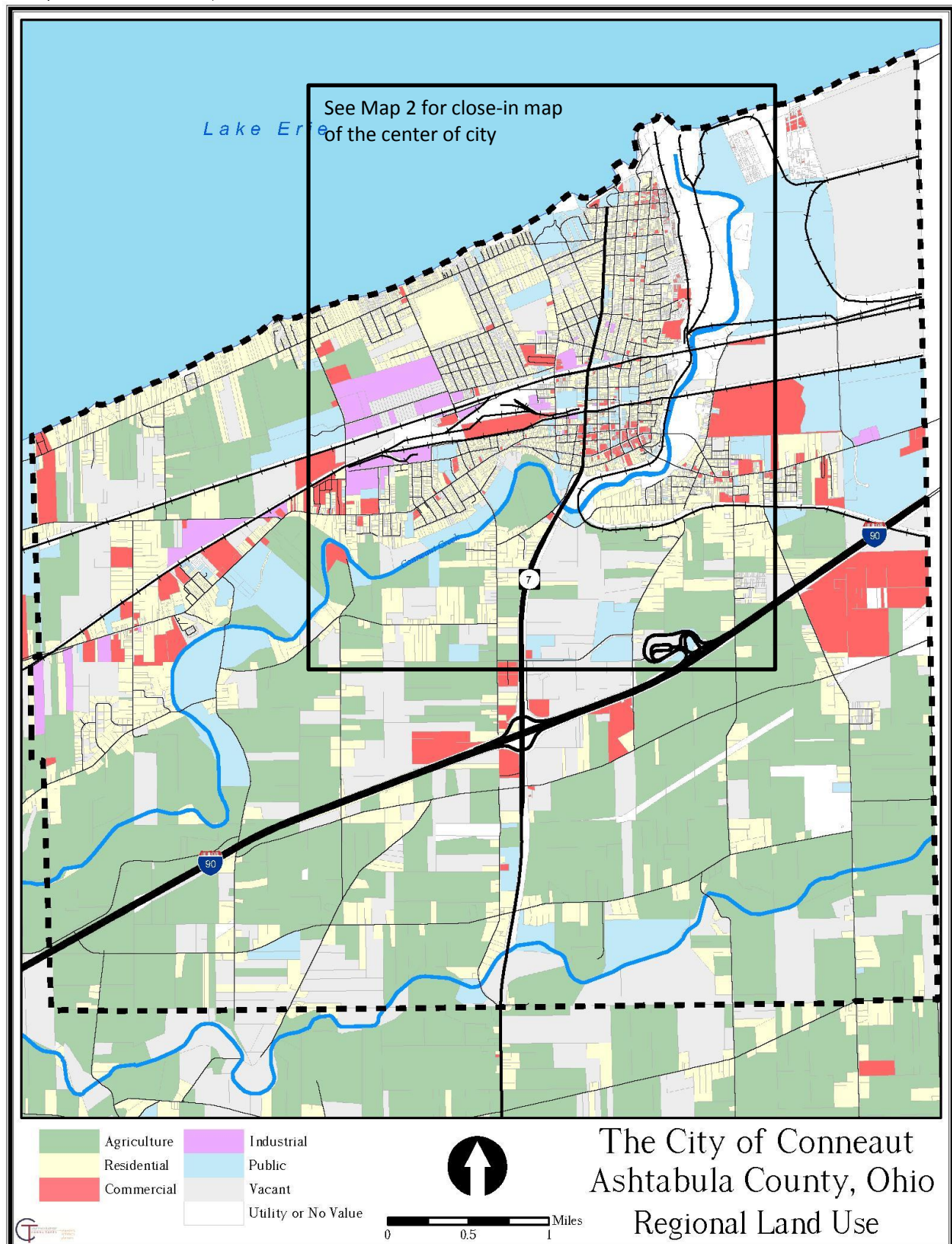


Land Use	AC	%
Agriculture	5,758	35%
Residential	3,023	18%
Commercial	873	5%
Industrial	266	2%
Public	1,682	10%
Utility/No Value/Other	1,529	9%
Vacant	3,385	20%
Total	16,515	100%

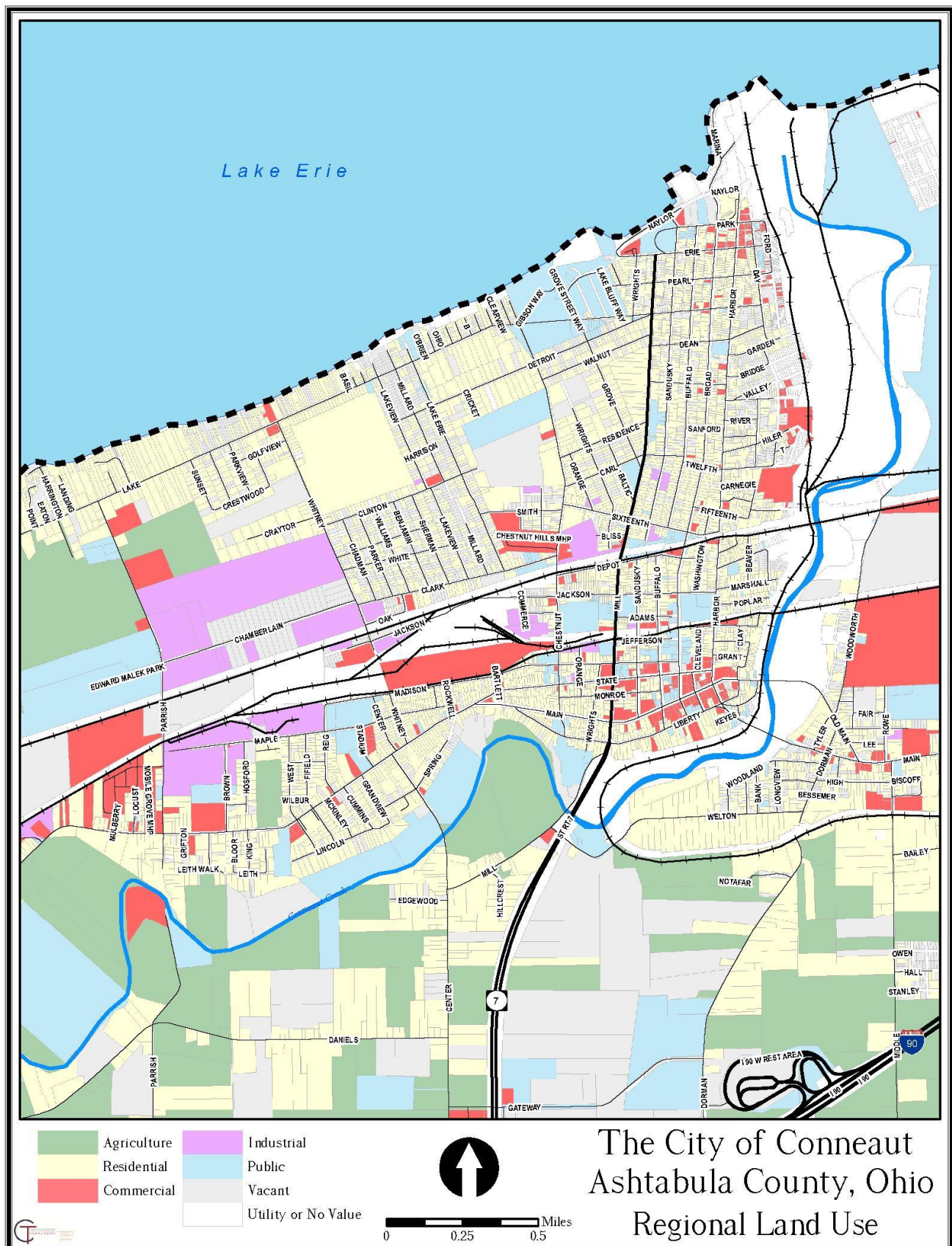
Graph 6. Real Property Assessed Value 2016, Conneaut



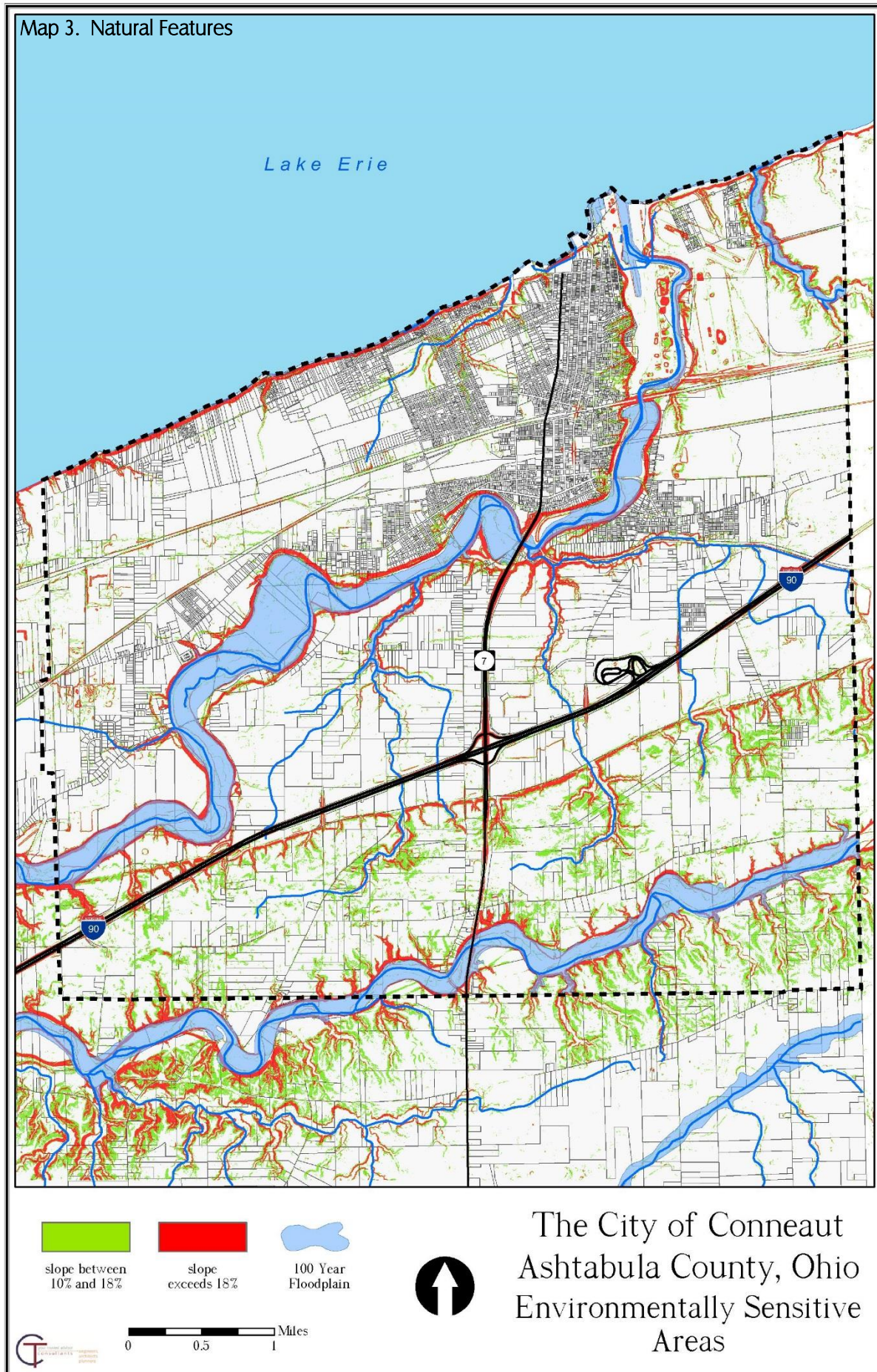
Map 1. Land Use Citywide



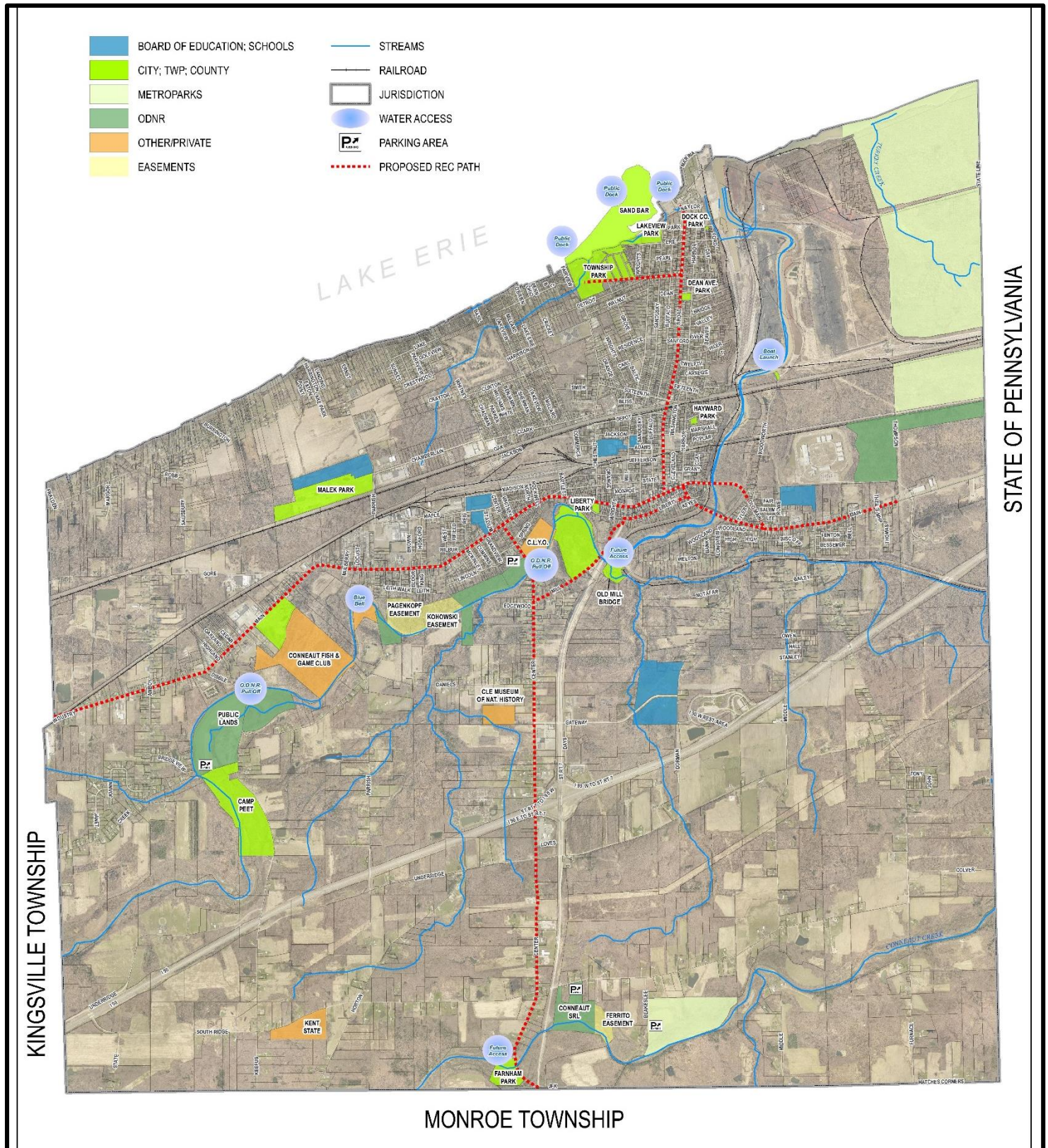
Map 2. Land Use – Center of City



Map 3. Natural Features



Map 4. Park Space and Recreational Use



Map 5. Preliminary Issues

